



NOTICE OF VACANCY VOLUNTEER/TRANSPORTATION COORDINATOR

The Town of Hanover is seeking a Volunteer/Transportation Coordinator to assist with the day-to-day operations of the Hanover Council on Aging in a caring, friendly and enthusiastic manner. It is the responsibility of this position to provide support services and coordinate activities of the Council on Aging volunteer staff and van drivers. Must have the ability to juggle various activities and work with a variety of personalities. Successful candidate must have good organizational and computer skills.

This is a part-time position under the Personnel By-law, Class C and partially grant funded. The rate of pay will be \$11.07/Hr. The hours are anticipated to be 9:30AM – 4:00PM Monday through Friday.

Please send resume to Elderly Services Director, Hanover Council on Aging, 624 Circuit Street, Hanover, MA 02339. This posting will remain in affect until position is filled.

The Town of Hanover is an Affirmative Action, Equal Opportunity Employer.